



**HOUSING ADVISORY COMMISSION  
AGENDA (SPECIAL MEETING)**

**WEDNESDAY, AUGUST 27, 2008**  
3:30 P.M.

**CITY HALL BY CLERK'S OFFICE**  
**CONFERENCE ROOM #C103**

**CALL TO ORDER/ROLL CALL**

Gregory Alabado \_\_\_\_\_, Dina Chavez \_\_\_\_\_, Aurora Cudal \_\_\_\_\_, Earl Jentz \_\_\_\_\_,  
Armida Martin Del Campo \_\_\_\_\_, Mark Minas \_\_\_\_\_, Margie Reese \_\_\_\_\_,  
Mauricio Torre \_\_\_\_\_, Vacant \_\_\_\_\_.

**1) APPROVAL OF MINUTES**

- ❖ 1/23/2008
- ❖ 4/2/2008
- ❖ 5/8/2008
- ❖ 6/9/2008

**2) ELECTION OF NEW CHAIR AND VICE CHAIR FOR FISCAL YEAR 2008/2009**

**3) UPDATE ON TITLE 25 INSPECTION AND COMMUNITY HOUSING IMPROVEMENT PROGRAM ("CHIP") PROGRAMS AND POTENTIAL MOBILEHOME REPLACEMENT PROGRAM**

Redevelopment and Housing staff will provide an update on the Title 25 inspection program and Community Housing Improvement Program. Staff will also provide a summary of the Mobilehome Rent Review Commission roundtable discussion (8/21 meeting) regarding a potential Mobilehome Replacement Program.

**4) STAFF REPORTS**

- ❖ Application for CAL-HOME Program Funds – Council Report
- ❖ Pilot Homeownership Program for Real Estate Owned Properties – Council Report
- ❖ The Landings Construction Update
- ❖ Los Vecinos Construction Update
- ❖ Informational Item – SB 343 Ralph M. Brown Act Amendment (Attachment 1)

**5) MEMBER'S COMMENTS**

**6) ORAL COMMUNICATIONS**

Opportunity for members of the public to speak to the Housing Advisory Commission on any subject matter within the Commission's jurisdiction but not an item on today's agenda. Each speaker's presentation may not exceed three minutes.

**7) ADJOURNMENT – To the next regular meeting date of October 22, 2008.**

Dated: August 19, 2008

**COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT (ADA)**

The City of Chula Vista, in complying with the Americans with Disabilities Act (ADA), request individuals who require special accommodations to access, attend, and/or participate in a City meeting, activity, or service request such accommodation at least forty eight hours in advance for meetings and five days for scheduled services and activities. Please contact the Redevelopment & Housing Department for specific information at (619) 691-5047 or Telecommunications Devices for the Deaf (TDD) at (619) 585-5647. California Relay Service is also available for the hearing impaired.



## MEMORANDUM

### *OFFICE OF THE CITY CLERK*

June 23, 2008

TO: Board/Commission Secretaries

FROM: Donna Norris, CMC, Interim City Clerk

RE: SB 343 (Negrete-McLeod)

This is to bring to your attention an amendment to the Ralph M. Brown Act that will become effective July 1, 2008. The new bill adds mandates regarding supplemental materials that have been distributed to a majority of a legislative body. SB 343 provides that when a writing relating to an agenda item for an open session of a regular meeting of a legislative body is distributed less than 72 hours prior to that meeting, the writing shall be made available for public inspection upon request, without delay.

In an effort to ensure your compliance with this new law, I suggest that you inform the board/commission members, as well as any staff that may distribute writings to the board/commission members of the new requirements. In addition, please request that they provide you with a copy of any and all documents and writings prior to the meeting. Agendas should also include language such as the following:

agenda      “Materials provided to the [name of board/commission] related to any item on this  
are available for public review in the [name of office] at [address] during normal business  
hours.”

You may continue to charge the standard photocopying fee for copies of these documents.

I have attached the text of SB 343 for your reference. If you have any questions, please feel free to call me at extension 3006.

BILL NUMBER: SB 343

CHAPTERED

## BILL TEXT

### CHAPTER 298

FILED WITH SECRETARY OF STATE OCTOBER 5, 2007

APPROVED BY GOVERNOR OCTOBER 5, 2007

PASSED THE SENATE AUGUST 30, 2007

PASSED THE ASSEMBLY AUGUST 27, 2007

AMENDED IN ASSEMBLY JUNE 21, 2007

AMENDED IN SENATE MAY 25, 2007

AMENDED IN SENATE APRIL 9, 2007

AMENDED IN SENATE MARCH 27, 2007

INTRODUCED BY Senator Negrete McLeod  
(Coauthor: Assembly Member Jones)

FEBRUARY 20, 2007

An act to amend Section 54957.5 of the Government Code, relating to local agencies.

## LEGISLATIVE COUNSEL'S DIGEST

SB 343, Negrete McLeod. Local agencies: open meetings: documents. The Ralph M. Brown Act requires that any meeting of a legislative body of a local agency be open and public and all persons be permitted to attend. The act requires the body to post an agenda at least 72 hours before a regular meeting and provides that agendas and any other writings, when distributed to all, or a majority of all, of the members of a legislative body of a local agency by any person in connection with a matter subject to discussion or consideration at a meeting of the body are public records subject to the public disclosure requirements of the California Public Records Act. This bill would provide that if a writing that is a public record under these provisions, and that relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency, is distributed less than 72 hours prior to that meeting, the writing shall be made available for public inspection at a public office or location that the agency shall designate for this purpose. It would require each local agency to list the address of this office or location on the agendas for all meetings of the legislative body of that agency. It also would authorize a local agency to post a writing that is a public record under these provisions on the agency's Internet Web site. It would make these provisions effective on July 1, 2008.

## THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 54957.5 of the Government Code is amended to read:

54957.5. (a) Notwithstanding Section 6255 or any other provisions of law, agendas of public meetings and any other writings, when distributed to all, or a majority of all, of the members of a legislative body of a local agency by any person in connection with a matter subject to discussion or

consideration at an open meeting of the body, are disclosable public records under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1), and shall be made available upon request without delay. However, this section shall not include any writing exempt from public disclosure under Section 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

(b) (1) If a writing that is a public record under subdivision (a), and that relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency, is distributed less than 72 hours prior to that meeting, the writing shall be made available for public inspection pursuant to paragraph (2) at the time the writing is distributed to all, or a majority of all, of the members of the body.

(2) A local agency shall make any writing described in paragraph (1) available for public inspection at a public office or location that the agency shall designate for this purpose. Each local agency shall list the address of this office or location on the agendas for all meetings of the legislative body of that agency. The local agency also may post the writing on the local agency's Internet Web site in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting.

(3) This subdivision shall become operative on July 1, 2008.

(c) Writings that are public records under subdivision (a) and that are distributed during a public meeting shall be made available for public inspection at the meeting if prepared by the local agency or a member of its legislative body, or after the meeting if prepared by some other person. These writings shall be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

(d) Nothing in this chapter shall be construed to prevent the legislative body of a local agency from charging a fee or deposit for a copy of a public record pursuant to Section 6253, except that no surcharge shall be imposed on persons with disabilities in violation of Section 202 of the Americans with Disabilities Act of 1990 (42U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

(e) This section shall not be construed to limit or delay the public's right to inspect or obtain a copy of any record required to be disclosed under the requirements of the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1). Nothing in this chapter shall be construed to require a legislative body of a local agency to place any paid advertisement or any other paid notice in any publication.